Government of Saskatchewan

Annual Report 1987-88

Saskatchewan Justice

89-05005/

Table of Contents

Letters of Transmittal 5

Organizational Chart 6

1. **Introduction** 7

2. **Civil Law Division** 10

3. **Public Law and Policy Division** 11
   - Constitutional Branch 11
   - Legislation Branch 11
   - Policy Planning and Evaluation 11

4. **Public Prosecutions Division** 12

5. **Corrections and Justice Services Division** 13
   - Courts 13
     - Court Services Branch 13
       - Sheriff Services Branch 13
       - Registrar of Courts 13
       - Court Operations 13
       - Administrative Support 13
     - The Court of Appeal for Saskatchewan 13
     - The Court of Queen's Bench for Saskatchewan 14
     - The Surrogate Court 15
     - The Unified Family Court 15
     - The Provincial Court of Saskatchewan 16
   - Corrections 16
     - Young Offenders Act 17
     - Federal/Provincial Exchange of Services Agreement 17
     - Community Operations 18
       - Adult Probation Services 18
       - Fine Option Program 18
       - Community Service Order Program 18
       - Restitution Program 19
       - Bail Verification Program 19
       - Impaired Drivers Treatment Program 19
       - Volunteers in Probation 20
     - Institutional Operations 20
       - Administrative Release Program 21
       - Provincial Correctional Centres 21
       - Community Correctional Centres 21
       - Community Training Residences 21
       - Correctional Camps 22
   - Property Registration Branch 24
     - Land Titles System 24
     - Personal Property Registry 24

6. **Administration Division** 26
   - Policing Branch 26
     - Provincial Policing 26
     - Indian Special Constable Program 27
     - Firearms Control Program 27
     - Private Investigators and Security Guards 27
   - Coroners Branch 28
   - Office of the Public Trustee 28
     - Property of Mentally Incompetent Persons 28
     - Property of Infants 29
   - Administrative Services Branch 30
   - Human Resources Branch 31
     - Correction Workers Training Program 32
   - Systems Branch 32
   - Communications Branch 33

7. **Boards and Commissions** 34
- Farm Land Security Board 34
- Provincial Mediation Board/Office of the Rentalsman 34
  - Office of the Rentalsman 35
  - Rent Stabilization Program 35
  - Security Deposits 35
  - The Landlord and Tenant Act 35
  - Debt Management and Credit Counselling 35
  - Other Legislation 36
  - Financial Statements 38
- Rent Appeal Commission 41

List of Tables

1. Court of Appeal for Saskatchewan – Caseload by Calendar Year 14
2. Court of Appeal for Saskatchewan – Time to Appeal Hearing 14
3. Court of Queen's Bench for Saskatchewan – Judges by Location 14
4. Court of Queen's Bench for Saskatchewan – Caseload Statistics by Calendar Year 15
5. Surrogate Court – Caseload Statistics by Calendar Year 15
6. Unified Family Court – Caseload Statistics by Calendar Year 16
7. Community Operations – Caseload Statistics by Fiscal Year 18
8. Fine Option Program – Operating Statistics by Fiscal Year 18
9. Community Service Order Program – Operating Statistics by Fiscal Year 19
10. Restitution Program – Operating Statistics by Fiscal Year 19
11. Community Training Residence Program – Operating Statistics by Fiscal Year (Male) 22
12. Community Training Residence Program – Operating Statistics by Fiscal Year (Female) 22
13. Correctional Facilities – New Admissions 23
14. Correctional Facilities – 1987-88 New Admissions by Age Group 23
15. Correctional Facilities – New Sentenced Admissions by Major Offence 1987-88 24
16. Land Titles Office – Operating Statistics by Fiscal Year 25
17. Personal Property Registry – Operating Statistics by Fiscal Year 25
18. R. C. M. Police – Operational Personnel by Major Duty Type 26
19. Criminal Offenses in Areas Policed by RCMP – Trends by Offence Type 27
20. Firearms Control Program – Activity by Calendar Year 27
21. Private Investigators and Security Guards – Licensing Activity by Fiscal Year 27
22. 1987 Saskatchewan Death Statistics – By Type 28
23. Office of the Public Trustee – Comparative Statistics 30
24. Human Resources Branch – Staffing Activity 31
25. Farm Land Security Board – Operating Statistics by Fiscal Year 34
26. Residential Tenancies Act – Operational Statistics by Fiscal Year 36
27. Debt Management and Credit Counselling – Operating Statistics by Fiscal Year 37
28. Provincial Mediation Board – Operating Statistics by Fiscal Year 37
29. Rent Appeal Commission – Operating Statistics by Fiscal Year 42

List of Figures

1. Allocation of Department Budget 1987/88 9
2. Allocation of Human Resources 1987/88 9
3. Corrections Institutional Operations – Prison Population 1984 to 1988 20

Letters of Transmittal

December 31, 1988

The Honourable Sylvia Fedoruk
Lieutenant Governor
Province of Saskatchewan
Regina, Saskatchewan

May It Please Your Honour:

I have the pleasure to transmit to your Honour the Annual Report of the Saskatchewan Department of Justice for the year ending March 31, 1988.

Respectfully submitted,

The Honourable Bob Andrew
Minister of Justice
and Attorney General

December 31, 1988

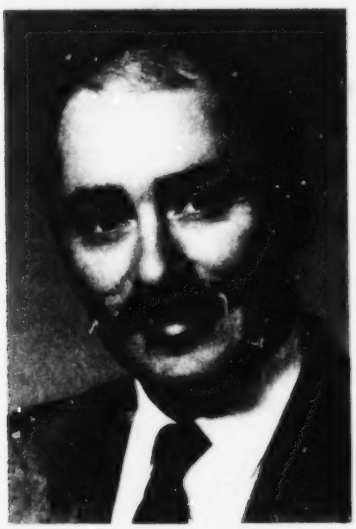
The Honourable Bob Andrew
Minister of Justice
and Attorney General
Province of Saskatchewan
Regina, Saskatchewan

Dear Mr. Andrew:

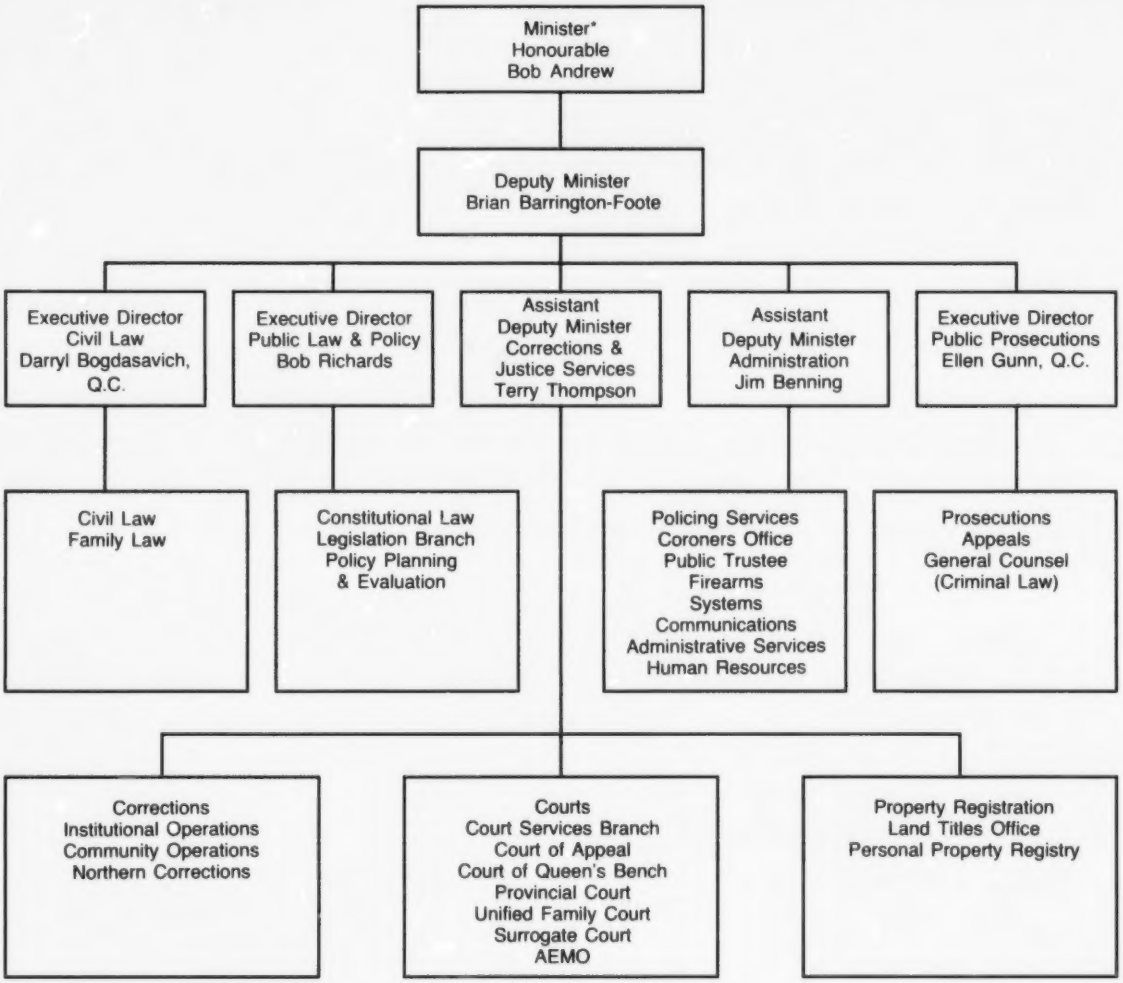
I have the honour to submit for your consideration the Annual Report of the Saskatchewan Department of Justice for the year ending March 31, 1988.

Respectfully submitted,

Brian Barrington-Foote
Deputy Minister of Justice
and Deputy Attorney General



Saskatchewan Justice – Organization Chart March 31, 1988



*Also responsible for:
Saskatchewan Farm Ownership Board
Farm Land Security Board
Public and Private Rights Board
Surface Rights Arbitration Board
Provincial Mediation Board
Rent Appeal Commission
Saskatchewan Securities Commission
Saskatchewan Police Commission
Saskatchewan Human Rights Commission
Saskatchewan Law Reform Commission
Crimes Compensation Board

1. Introduction

The Department of Justice is responsible for providing justice services in the Province of Saskatchewan. These services include:

- policing, with respect to those laws which the Province is responsible for enforcing, including provincial policing delivered by the Royal Canadian Mounted Police under a contract between the Province and the Government of Canada;
- the prosecution of offenses under the **Criminal Code,** the **Young Offenders Act** and provincial statutes;
- support services to the Court of Appeal and the Court of Queen's Bench;
- the Provincial Court of Saskatchewan;
- the provincial corrections system;
- the provincial coroners system;
- the provincial land titles and personal property registration systems;
- the operation and management, through the office of the Public Trustee, of systems for the administration of estates of the mentally incompetent and minors; and
- legal advice to the Government and conducting all litigation for or against the Crown.

By the terms of **The Department of Justice Act,** the Minister of Justice is **ex officio** the Attorney General and, in that capacity, continues to have the constitutional and legal responsibilities associated with that historic office. Certain of those responsibilities relate to his special role in Cabinet and for that purpose the Minister is described as the legal member of the Executive Council. He is the legal advisor to the Crown. Among his duties are:

- ensuring that the administration of public affairs is in accordance with the law;
- superintending all matters connected with the administration of justice in Saskatchewan that are within the constitutional jurisdiction of the Province; and
- providing legal advice to the Government of Saskatchewan and conducting all litigation for or against the Crown.

In addition, a number of Boards and Commissions report to the Minister. Although the budgets of these Agencies are included within the Department budget, they operate independently and are not managed by the Department.

These Boards and Agencies include: the Saskatchewan Farm Ownership Board, the Public and Private Rights Board, the Surface Rights Arbitration Board, the Crimes Compensation Board, the Saskatchewan Securities Commission, the Saskatchewan Law Reform Commission, the Saskatchewan Police Commission and the Saskatchewan Human Rights Commission.

During the 1987-88 fiscal year, the Department assumed responsibility for the Provincial Mediation Board and the Rent Appeal Commission from the Department of Consumer and Commercial Affairs, as well as responsibility for the Farm Land Security Board from the Department of Agriculture. These changes furthered the consolidation in the Department of Justice of agencies responsible for mediation and arbitration functions. This consolidation facilitates the government's ability to evaluate and develop policy relating to the use of mediation and arbitration as a means of dispute resolution.

A re-organization of Divisions within the Department of Justice also took place in 1987-88, to increase efficiency and effectiveness of operations by consolidating related areas.

The Public Law and Policy Division was created to draw together the areas of the department responsible for providing advice on constitutional matters; developing legal policy and legislation; and providing strategic planning, policy development and analytic functions for the Department.

General legal services to other government departments and agencies are now provided by the Civil Law Division.

The Corrections and Justice Services Division was created to consolidate the major operational branches of the Department. These include Corrections and Courts Branches and the Property Registration Branch, which is made up of Land Titles and the Personal Property Registry.

Central management and program support functions within the Department were consolidated with the creation of the Administration Division. These include Administrative Services, Systems, Human Resources and Communications Branches. This division is also responsible for the department's relations with independent boards and commissions reporting to the Minister of Justice and for management of Policing, the Public Trustee and Coroners.

The Public Prosecutions Division remained an independent division fulfilling its mandate of prosecuting offenses under the **Criminal Code,** the **Young Offenders Act** and Statutes of Saskatchewan.

The re-organization of Divisions was also accompanied by a number of management appointments:

- Robert Richards was appointed Executive Director of the Public Law and Policy Division;
- Darryl Bogdasavich, Q.C. was appointed Executive Director of the Civil Law Division;
- James Benning was appointed Assistant Deputy Minister of the Administration Division;
- Ellen Gunn, Q.C. was appointed Executive Director of the Public Prosecutions Division;
- Terry Thompson was appointed Assistant Deputy Minister of the Corrections and Justice Services Division;
- Dick Till was appointed Executive Director of Corrections Branch;
- Dave Simpson was appointed Director of the Prince Albert Correctional Centre; and
- Brent Prenevost was appointed Director of Sheriff Services.

Figure 1

Saskatchewan Justice
Departmental Expenditure by Program

1987-88
(128.0 million dollars)

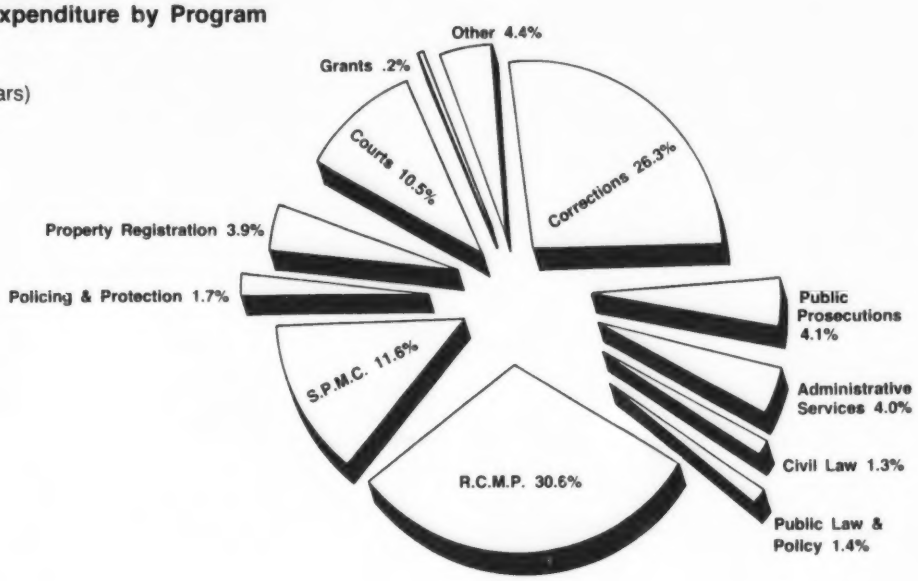
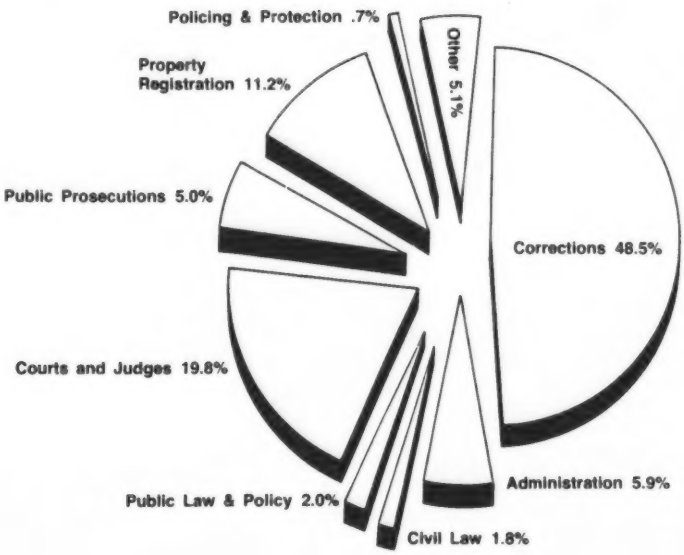


Figure 2

Saskatchewan Justice
Departmental Human Resources by Program

1978-88

(1491.0 Person-Years*)
(*Per 1987/88 Estimates)



2. Civil Law Division

The Civil Law Division is responsible for providing general legal services to government departments and agencies. Specialized services in the areas of Constitutional Law and Legislation matters are provided by the Public Law and Policy Division.

There are three sections within the Civil Law Division. Crown Solicitors in one section act as counsel for the government in civil litigation matters, appearing before regulatory boards and tribunals and in provincial courts. Crown Solicitors in the other two sections provide services to 60 client departments, boards and agencies of government. The Solicitors in these sections are assigned to teams composed of two to three lawyers, with each team responsible for specific client agencies or areas of the law. The teams provide legal services such as: preparing contracts and other legal documents; counselling government officials with respect to legal requirements and procedures; providing interpretations of provincial and federal statutes; assisting in the development of draft legislation, regulations and orders-in-council and undertaking legal research and policy projects.

The Division has 17 Crown Solicitors and 4 support staff. Crown solicitors providing services to government departments are centrally located within the department of Justice. This arrangement facilitates collegial consultation and allows the aggregate skills of the Division to be readily utilized in addressing specific problems.

3. Public Law and Policy Division

The Public Law and Policy Division was created during the 1987-88 fiscal year. It is comprised of the Constitutional and Legislation Branches from what was formerly known as the Legal Services Division and the Policy, Planning and Evaluation Branch from the Management Services Division. There are a total of 32.6 person years in the Division.

Constitutional Branch

The Constitutional Branch provides legal advice to the Government on constitutional matters and represents the Attorney General in proceedings which raise constitutional issues. In addition, the Branch provides advice and other legal services in matters of aboriginal, human rights, resource and trade law.

Solicitors from the Branch handle many of the Department's litigation files. The Branch is also involved in constitutional issues that are raised in prosecutions carried out by the Attorney General and provides advice or counsel as appropriate.

The Branch plays a major role in constitutional reform and related intergovernmental matters. The Branch was heavily involved over the past year in issues relating to the Supreme Court decision on French language rights and the Free Trade Agreement.

Legislation Branch

The Legislation Branch consists of the Legislative Services Section with the Legislative Drafting Section.

The Legislative Services Section supplies co-ordination and analytical services for the Department in the development of legal and legislative policy and provides technical advice on proposed legislation to departments and other government agencies. The legislative initiatives in which the section has been involved during the past year include **The Saskatchewan Farm Security Act, The Dependent Adults Act, The Small Claims Act** and several pieces of judicial legislation. This Section provides legal assistance to the Legislative Review Committee of Cabinet, the Department of the Provincial Secretary, the Government House Leader and the Chief Electoral Officer, and advises the Executive Council and other Crown agencies on the form, effect and legality of proposed orders-in-council.

The Legislative Drafting Section drafts all government bills and regulations. In this capacity the Section takes instructions from the Legislative Review and Regulations Review Committees of Cabinet. It also provides general advisory services on drafting matters to government departments and other Crown agencies. The section is also responsible for the general revision of regulations and statutes, and liaison with the Drafting Section of the Uniform Law Conference of Canada.

The Legislative Drafting section co-ordinates activities related to the printing of government bills, the publication of loose-leaf statutes, loose-leaf regulations and various tables, and the publication of regulations in the Saskatchewan Gazette. The Section prepares consolidations of statutes and regulations and is responsible for the computerization of the Statutes of Saskatchewan.

Policy, Planning and Evaluation

The Policy, Planning and Evaluation Branch provides central program support services with special emphasis on criminal law and family law issues. Activities within the Branch focus on strategic planning, policy analysis, program development and program analysis. Branch staff represent the Department on various provincial committees including those concerning family violence and services to senior citizens and on a number of federal-provincial committees related to criminal and family law developments. The Branch is also responsible for administering the Department's library service and providing consultation on operational issues to Divisional and Branch Heads on an ongoing basis.

Highlights of operations in 1987-88 include:

- A major research report on the treatment of cases of wife abuse within the justice system.
- A major research project examining the potential for a more simplified, efficient and economical procedure for the enforcement of provincial legislation.
- Background papers on a variety of justice related issues including victim services, native justice issues, young offenders, policing, family law issues and alternative dispute resolution.
- A review of Justice of the Peace services.
- Projects related to child sexual assault investigations and trials.

4. Public Prosecutions Division

The Public Prosecutions Division prosecutes all offenses under the **Criminal Code** of Canada, the **Young Offenders Act,** and the Statutes of Saskatchewan, in all the courts in the Province and in the Supreme Court of Canada. The Division is also responsible for providing legal advice to the RCMP in its provincial policing role and to municipal police forces in matters under investigation.

As Attorney General for Saskatchewan, the Minister of Justice is responsible for administering criminal justice in the province. The Minister has constitutional independence in this role and as his agents, members of the Public Prosecutions Division exercise wide discretionary powers. These powers are to be exercised in the public interest. Crown Prosecutors must act as part of the court rather than as advocates. In a trial, a Crown Prosecutor has a duty to offer all relevant evidence – for the accused as well as against him. While the Crown Prosecutor must vigorously strive to see that the course of justice is not thwarted, this must be accomplished with fairness, moderation and dignity.

The Public Prosecutions Division has 80 staff; 51 professional and 29 support staff located within department offices in Regina and in nine regional prosecution offices in: Regina, North Battleford, Moose Jaw, La Ronge, Prince Albert, Saskatoon, Swift Current, Yorkton and Melfort. In addition, the Division employs 40 members of the private bar on a fee-for-service basis. Fee-for-service prosecutors provide services primarily in areas of the province not served by regional prosecution offices.

5. Corrections and Justice Services Division

This Division is responsible for administering Court Services, Corrections and Property Registration programs.

Courts

Court Services Branch

The Court Services Branch provides support to the Courts in Saskatchewan. Through its four operating units Court Services Branch provides uniform policy and direction to the field offices in trial expedition, provision of courtrooms document processing and statistical data production.

Sheriff Services provides sheriff services throughout the province. Sheriffs and Sheriff's officers execute court orders, serve legal documents and enforce statute orders.

Registrar of Courts provides advice and direction to the province's Local Registrars who process court documents, receive documents for filing, assess court fees, keep accounting records and act as clerks of the court at all courtroom and chamber sessions.

Court Operations involves the administration relating to the Court of Appeal, the Court of Queen's Bench, the Surrogate Court, the Unified Family Court, and the Automatic Enforcement of Maintenance Orders program. It also includes the non-judicial administration relating to the Provincial Court of Saskatchewan and the Traffic Safety Court of Saskatchewan; administration of **The Commissioner for Oaths Act, The Notaries Public Act, The Marriage Act** and provision of training and support services for Justices of the Peace throughout the province. Court Operations provides for judicial officers, clerical staff, court reporting, library services, office supplies and equipment, and court space, and ensures the production of transcripts.

Administrative Support provides financial and administrative support services for the Court Services Branch. This includes preparation of financial reports and documents and functions related to personnel administration. As well, Administrative Support is responsible for the Provincial Court Management Information System.

Highlights in the Court Services Branch in 1987-88 were:

- Implementation of a trial coordination program in the Provincial Court at Saskatoon. This program is designed to maximize the use of courtrooms and to keep to a minimum the waiting time to the next available court date.
- The number of court circuit points in the Provincial Court System was reduced to improve the efficiency and productivity of the Provincial Courts.
- A substantial improvement has been made in the movement of criminal cases through the provincial courts. In the majority of provincial court points in Saskatchewan, an accused person can now have a trial or preliminary hearing in less than 60 days.
- Electronic recording of court proceedings was fully implemented in all courts in Saskatchewan.
- The production of transcripts was turned over to private firms.
- A total of 3,688 maintenance orders were registered by the Maintenance Enforcement office. A total of $2,800,000 was collected on behalf of claimants.
- The Unified Family Court counselling service was transferred from Social Services to Justice effective January, 1988. The Unified Family Court counsellors have been concentrating their resources on updating custody/access investigation reports. This has resulted in more efficient service and a decrease in the turnaround time to obtain reports.

The Court of Appeal for Saskatchewan

The Chief Justice of Saskatchewan presides over the Court of Appeal. In addition to the Chief Justice, the Court consists of six Justices, and as of March 31, 1988, two supernumerary judges. The judges are appointed by the Governor General in Council. The Court hears appeals from all other Courts in the Province of Saskatchewan and its decisions may be appealed only to the Supreme Court of Canada. During the year 1987 leave to appeal to the Supreme Court was sought in 20 cases and granted in 8. There were no cases heard by right to appeal.

Table 1
Court of Appeal for Saskatchewan – Caseload by Calendar Year

	1984	1985	1986	1987
Civil appeals filed	321	322	313	374
Criminal appeals filed	453	446	405	395
Total appeals filed	774	768	718	769
Civil appeals heard	158	246	213	224
Criminal appeals heard	507	360	346	297
Total appeals heard	665	606	559	521
Chamber Applications	155	182	190	200
Settled or abandoned appeals (between readiness and hearing)	127	82	73	82

Table 2
Court of Appeal for Saskatchewan – Time to Appeal Hearing
March 31, 1988

	Interval	
	1986-87	1987-88
Sentence Appeals	15 - 30 days	15 - 30 days
Expedited Criminal Appeals	30 - 45 days	30 - 45 days
Expedited Civil Appeals (interlocutory or custody)	30 - 45 days	30 - 45 days
Regular Criminal Appeals	30 - 60 days	30 - 60 days
Regular Civil Appeals (Regina)	240 days	180 days
Regular Civil Appeals (Saskatoon)	90 - 120 days	90 - 120 days

The Court of Queen's Bench for Saskatchewan

The Court of Queen's Bench is the superior trial court for the province with original jurisdiction in all civil and criminal matters not expressly excluded by statute. In addition, it sits on appeal over the Provincial Court of Saskatchewan with respect to summary conviction offenses and Small Claims matters. Judges of the Court of Queen's Bench hear matters in all judicial centres. Her Majesty's Court of Queen's Bench for Saskatchewan consists of a Chief Justice of the Queen's Bench and twenty-nine judges of the Court of Queen's Bench. One new appointment was made in the 1987-88 fiscal year. There are three supernumerary judges.

Table 3
Court of Queen's Bench for Saskatchewan
Judges by Location

Location	Judges	Supernumerary Judges
Regina	10	1
Saskatoon	12	1
Battleford	1	
Humboldt	1	
Melville	1	
Moose Jaw	1	
Prince Albert	1	
Yorkton	1	
Estevan	1	
Swift Current	1	1
Total	30	3

Table 4
Court of Queen's Bench for Saskatchewan – Caseload Statistics by Calendar Year

	1984	1985	1986	1987
Civil actions commenced (excluding divorce)	14,174	14,575	14,115	14,567
Civil trials heard (excluding divorce)	486	435	437	543
Petitions for divorce commenced	1,541	1,539	2,045	2,242
Criminal trials heard	629	636	570	763
Criminal appeals heard	402	277	283	271
Chamber matters heard	18,316	17,016	18,065	17,432
Sheriff:				
Writs of execution filed	5,177	4,804	5,193	3,546
Writs completed, satisfied or expired	3,086	3,136	3,098	3,722
Seizures	585	505	395	397
Investigations	9,599	9,522	8,732	9,144
Process served	2,377	2,485	2,588	2,805

The Surrogate Court

The Surrogate Court for Saskatchewan has jurisdiction in relation to testamentary matters and issuance of grants of probate and administration. It is a court of record. The Justices of the Court of Appeal and Court of Queen's Bench have been appointed Judges of the Surrogate Court. The Court of Appeal and the Court of Queen's Bench exercise the jurisdiction given to the Surrogate Court.

Table 5
Surrogate Court – Caseload Statistics by Calendar Year

	1984	1985	1986	1987
Letters of Probate	2,763	2,894	3,016	2,911
Letters of Administration	668	673	663	652
Under Sections 45 & 46 of the Act	128	39	66	80
Total	3,559	3,606	3,745	3,643

The Unified Family Court

The Unified Family Court for Saskatchewan provides a court with jurisdiction over all family matters. It takes into consideration a range of problems beyond legal issues and can deal with the family as a unit through a combination of court and social services. This Court has successfully brought together both the Provincial and Queen's Bench functions, resulting in an integrated court system for family related matters.

Table 6
Unified Family Court – Caseload Statistics by Calendar Year

Actions commenced by statute	1984	1985	1986	1987
The Divorce Act	758	748	983	1,046
The Married Persons' Property Act and The Matrimonial Property Act	215	212	256	335
The Deserted Wives' and Children's Maintenance Act	101	95	79	37
The Infants Act	268	294	295	310
The Children of Unmarried Parents Act	17	39	35	70
Others	146	65	105	130
Adoptions	107	108	113	101
Family Service	136	121	110	116
Criminal Code	25	6	9	9
Total	1,773	1,688	1,985	2,154
Number of files opened	1,121	1,116	1,348	1,455

The Provincial Court of Saskatchewan

The Provincial Court of Saskatchewan consists of a Chief Judge, an Associate Chief Judge and forty-seven judges appointed by the Lieutenant Governor in Council on the recommendation of the Minister of Justice. A Judicial Council composed of judges of all three levels of court and representatives of the Law Society and the government has the duty of considering and making recommendations to the Minister regarding proposed appointments to the Court. The Court exercises both civil and criminal jurisdiction:

(a) civil by virtue of **The Small Claims Enforcement Act,** under which it has jurisdiction to try and adjudicate upon claims and counterclaims for debts and damages not exceeding $3,000;

(b) criminal or quasi-criminal by virtue of the **Criminal Code** and a variety of federal and provincial statutes, under which it can hear summary conviction offenses and certain indictable offenses, in respect of which it has absolute jurisdiction, and other indictable offenses where the accused is given a choice as to the mode of trial.

In general terms, it is the court of first appearance in criminal matters and adjudicates on all provincial and municipal offenses. Consequently it has great impact on the general public.

During 1987-88 there was one retirement, one leave of absence, one resignation, an appointment from Provincial Court to Queen's Bench Court, and three new appointments to the Provincial Court.

The Traffic Safety Courts are a successful and important component of the Provincial Court. Two Traffic Safety Courts are operational in Saskatchewan, one in Regina and one in Saskatoon. These courts are restricted to traffic violations, excluding parking offenses. They were established with two objectives in mind:

(a) to remove traffic matters from the criminal court system, providing Provincial Court Judges more time to deal with criminal matters; and

(b) to attempt to change driving attitudes by having a court designed to deal with driving offenders.

Under the provisions of **The Provincial Court Act,** the Chief Judge is also assigned the responsibility of directing and supervising the duties and sittings of 497 Justices of the Peace.

Corrections

Within the framework of the Canadian Constitution, Corrections shares, with other criminal justice agencies, a responsibility for the protection of society from individuals who present a danger to persons or property by:

- preparing pre-sentence and bail verification reports as requested by the courts;
- supervising persons placed on probation or released on bail;

- providing a range of facilities that meet the different security requirements for offenders sentenced to terms of imprisonment less than two years, or for persons held on remand awaiting trail or sentencing and for inmates transferred from the federal penitentiary system under the Exchange of Services Agreement;
- providing opportunities for offenders to settle fines through community service work; and
- providing opportunities for offenders to learn and practice responsible behavior.

These activities are governed by the following legislation:

The Saskatchewan Corrections Act
The Summary Offenses Procedure Act
The **Criminal Code,** and
The Prisons and Reformatories Act

(The latter two statutes are federal enactments.)

As part of the responsibility of protecting the public and providing services to carry out sentences imposed by the courts, the Corrections Division offers a wide range of programs. These programs provide for varying levels of offender care, control, and supervision delivered through two operational systems – the Community Operations Branch and the Institutional Operations Branch. Services for Northern Saskatchewan are administered through a Northern Regional Office located in La Ronge.

Corrections Highlights

- A study committee was appointed by the Minister to examine the potential of using electronic monitors to supervise select groups of offenders in their communities.
- Custodial services for female offenders were developed in Regina, in February 1988. Four bed spaces at the Salvation Army Grace Haven facility were contracted to serve female intermittent offenders from the Regina Catchment Area and selected female provincial inmates on a Community-Training Program.

Young Offenders

Although Saskatchewan Social Services is responsible for all individuals sentenced under the **Young Offenders Act** implementation of the Act continued to have some impact on adult correctional services in 1987-88. For the first two months the Saskatoon Correctional Centre held 16 and 17 year old offenders on an interim basis. All young offenders were transferred to new secure custody facilities, under the jurisdiction of the Department of Social Services, by the end of May 1987.

Federal/Provincial Exchange of Services Agreement

Inmates with sentences of two years or more serve their sentences in Federal institutions. In Saskatchewan, the only Federal institution is the maximum security Prince Albert Penitentiary. This means that low security federal prisoners are transferred out of the province.

In 1986 the Saskatchewan Justice Department signed an agreement with the federal government to keep certain Saskatchewan offenders sentenced to federal institutions within Saskatchewan, to serve their sentences near their homes and families. The agreement provided the province with $13.75 million in capital funds, plus full inmate maintenance and staff training allowances.

As a result of the Exchange of Services Agreement a 40 bed Living Unit was constructed and opened at each of the Prince Albert and Saskatoon Correctional Centres. Three similar units are scheduled for occupancy at the Regina Correctional Centre in April, 1988. In addition, a 40 bed permanent dormitory was constructed at the Prince Albert Centre. An inmate multi-purpose shop was also added to each of the Prince Albert and Saskatoon Centres and the Regina Centre took possession of a new shop/classroom complex.

Saskatchewan began receiving federal inmates effective April 1, 1986. In total, 88 federal inmates were accepted during the 1987-88 fiscal year.

Community Operations

Community Operations Branch administers community based corrections programs. These programs allow the courts to consider a range of alternatives to imprisonment in the sentencing process. As a result, certain offenders may satisfy the sentence of the court while contributing to the local community. These programs are designed primarily for non-dangerous offenders who, at the time of sentencing, present a minimal risk to the public.

Adult Probation Services

Probation is the supervision of convicted offenders for whom the passing of sentence has been suspended pending satisfactory compliance with the terms and conditions of a court imposed order.

The adult probation service, administered through six regional offices and five sub-offices, supervises these offenders as well as preparing pre-sentence reports requested by the court.

Probation officers conduct community investigations to assist provincial correctional centres in developing release plans for inmates.

Table 7
Community Operations – Caseload Statistics by Fiscal Year

	1984-85	1985-86	1986-87	1987-88
Average Monthly Probation Caseload	3,175	2,944	3,082	2,697
Pre-Sentence Reports	1,910	1,373	1,356	1,422
Bail Verification Reports	520	607	525	660
Community Service Order Reports	213	135	80	92
Restitution Reports	300	338	362	305
St. Louis Placement Reports	690	624	622	571

Fine Option Program

The Fine Option Program provides offenders with the alternative of performing community service work to settle a fine rather than being imprisoned for failing to pay the fine. Offenders participate in the program voluntarily and are required to perform various assigned tasks that will benefit the community. The program is administered locally on a fee-for-service basis by municipalities, Indian Bands or other non-profit organizations. At the end of the fiscal year there were 325 Fine Option Agents across the province.

Table 8
Fine Option Program – Operating Statistics by Fiscal Year

	1984-85	1985-86	1986-87	1987-88
Number of Fines Registered	13,850	13,053	14,852	14,400
Value of Fines Worked Off ($000)	1,471	1,424	1,596	1,657
Person Years of Imprisonment Eliminated*				289

*Figures for person years of imprisonment eliminated are not available prior to 1987-88.

Community Service Order Program

The Community Service Order Program, implemented on December 1, 1983, provides an alternative sentence for those guilty of offenses against property. In this program, selected offenders, when ordered by the court, perform community service work as a condition of a probation order. All work benefits the community and is supervised by local non-profit agencies. This program runs in conjunction with the Fine Option Program, with 250 of 325 Fine Option agents operating both programs.

Table 9
Community Service Order Program – Operating Statistics by Fiscal Year

	1984-85	1985-86*	1986-87*	1987-88*
Number of Orders Made	506	856	1,070	969
Hours of Service Ordered	46,896	68,027	63,590	66,260

*Includes Young Offenders except those from Prince Albert, Regina and Saskatoon.

Restitution Program

The Restitution Program, implemented on a province-wide basis on April 1, 1983, serves as an alternative sentence for property offenders. It allows offenders, when ordered by the court, to pay victims of property crime the actual dollar loss resulting from the offence. The program provides services to the court through restitution assessment reports and supervision of restitution payments.

Table 10
Restitution Program – Operating Statistics by Fiscal Year

	1984-85*	1985-86**	1986-87**	1987-88**
Number of Orders Made	2,096	1,648	1,672	1,779
Restitution Ordered ($)	847,925	780,550	792,300	851,600
Restitution Paid to Victims ($)	526,463	540,840	568,351	500,580

*Compared to previous years there were fewer orders involving $50 or less and more involving large amounts. This is reflected in the decrease in numbers but an increase in dollar value.

**Does not include young offenders that were included prior to 1985-86.

Bail Verification and Supervision Program

The Bail Verification and Supervision Program operates in Prince Albert, Saskatoon and Regina. It assists the courts in determining who could be safely released into the community while awaiting trial. Program staff prepare Bail Verification Reports at the court's request and, when the court so orders, supervises individuals who have been released on bail. During 1987-88, 660 Bail Verification Reports were prepared. An average of 72 persons were supervised daily.

Impaired Drivers Treatment Program

The Impaired Drivers Treatment Program provides a treatment option to those persons who are convicted of second or subsequent offenses of impaired driving and who are subject to mandatory imprisonment. There are three phases to the Program:

- Corrections Division Program Co-ordinators conduct a preliminary screening and referral and submit sentence placement reports to the court;
- referred offenders are sentenced by the courts to a fixed term that allows the offender to be placed at a 30 bed residential care and treatment facility at St. Louis, Saskatchewan (the facility operates under a grant from the Saskatchewan Alcoholism and Drug Abuse Commission); and
- after their release, offenders receive follow-up services provided by personnel of the Saskatchewan Alcoholism and Drug Abuse Commission as a condition of a probation order.

Impaired driving offenders with longer sentences may be allowed to enter St. Louis 14 days before they are to be released on parole. In total 571 persons were admitted to the St. Louis facility during 1987-88, as compared to 622 admissions in 1986-87.

Volunteers in Probation

Available on a province-wide basis, the Volunteers in Probation Program enhances services to probationers and encourages citizen participation in the supervision of offenders. Volunteer Probation Officers are carefully selected and trained, and act under the guidance of a regular probation officer. During 1987-88, there were 71 volunteers matched and providing direct service to offenders on probation.

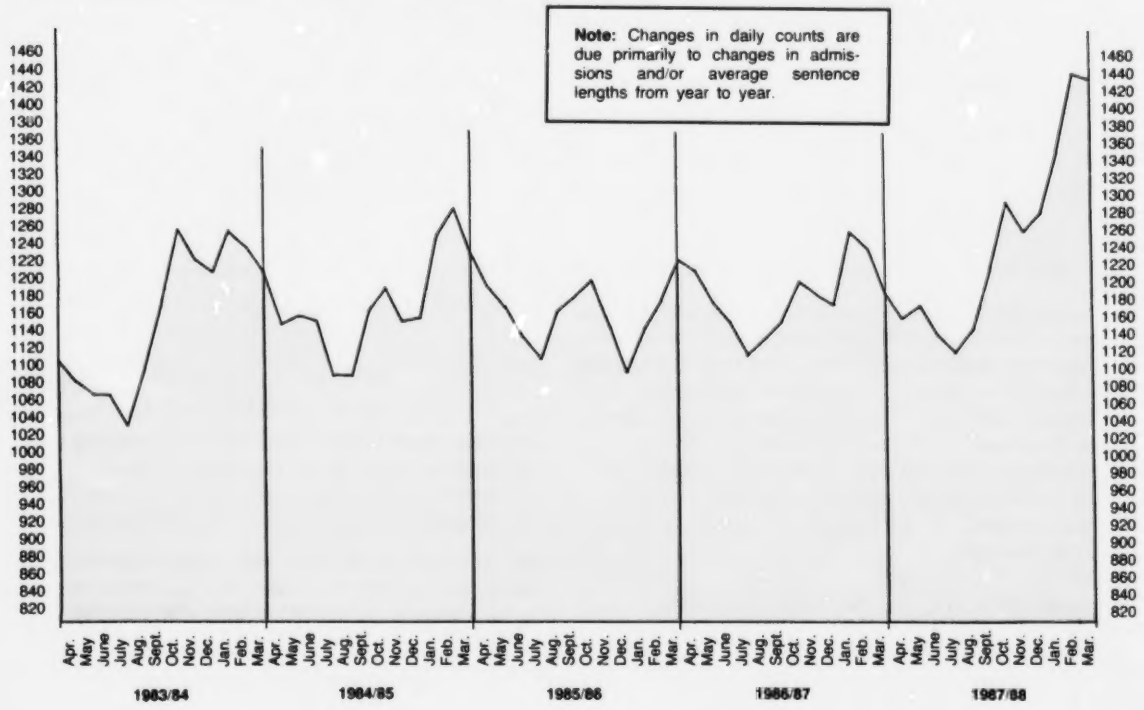
Institutional Operations

The Institutional Operations Branch administrates programs for the care and custody of offenders sentenced to terms of imprisonment of less than two years (i.e., those incarcerated offenders for which the province is responsible). During 1987-88, 20 correctional facilities were administered by the Division. The breakdown, by category, is:

Provincial Correctional Centres	4
Community Correctional Centres	2
Community-Training Residences	5
Correctional Camps (operated by correctional centres)	8
Correctional Camps (direct admission)	1
Total	20

The average daily inmate count in 1987-88 (all facilities combined) was 1,220.

Figure 3
Saskatchewan Prison Population – 1983/84 - 1987/88



Administrative Release Programs

In 1984-85, three administrative release programs became fully operational. Two of these programs, Work Incentive and Conditional Release, placed selected inmates in the community, on a temporary absence as they neared the completion of their sentence. The third, the Institutional Fine Option Program, allows persons incarcerated solely for fine default to perform community service work in lieu of imprisonment. In 1987-88, the three programs resulted in a daily average count of 138 inmates on release, significantly reducing the total cost of corrections incarceration to the province.

Provincial Correctional Centres

In 1987-88, Institutional Operations Branch maintained four correctional centres providing custody for offenders under provincial jurisdiction. These included correctional centres for male offenders in Regina, Saskatoon and Prince Albert. A facility for female offenders is also located at Prince Albert.

Programs at all centres provide a secure humane environment for inmates while maximizing their work, educational and training opportunities. The centres provide a wide range of institutional services including academic and vocational training, counselling services, work and recreation programs and medical and dental services. Community resources are used as much as possible to provide these services. Low security inmates who qualify may be transferred to a community-training residence or to a correctional camp, or they may be released on parole under the authority of the National Parole Board.

- The Regina Correctional Centre, which serves the Southern Region, is the largest facility in the province.
- A smaller facility, the Saskatoon Correctional Centre, accommodates sentenced and remand male offenders from the central area of the province. This facility is designed with modern living units and was opened in 1981-82.
- The Prince Albert Correctional Centre, identical in design and concept to the Saskatoon Correctional Centre, serves male offenders in the Northern area.
- Pine Grove Correctional Centre at Prince Albert is the only corrections administered correctional facility for female offenders in the province and admits offenders from all regions.

Community Correctional Centres

Although community correctional centres are operated by the Corrections Division, a Community Advisory Board assists each facility in the development of policy and programming. Current emphasis is on the involvement of inmates in numerous community service work projects in the areas surrounding the centres.

- The 30 bed Battlefords Community Correctional Centre provides services to offenders from the Battleford area serving sentences of less than 12 months.
- An [illegible] bed Community Correctional Centre administered by the Northern Region is located at Buffalo Narrows. This facility receives non-violent male offenders directly from court or by transfer from Prince Albert Correctional Centre or Besnard Lake Camp.

Community-Training Residences

The Community-Training Residence Program provides opportunities for selected offenders, both sentenced inmates and probationers, to participate in community activities which promote responsible social behavior and work patterns after their release. These activities include employment, vocational and academic training, and treatment for alcoholism. Five community-training residences, two in Regina and one each in Saskatoon, Prince Albert and North Battleford, are maintained as a base for the program for male offenders. Each residence is a large, leased, family style home capable of accommodating 12 to 15 offenders.

Residents pay room and board during their participation in the program. They are encouraged to get involved in family and social activities that will help them learn to cope with the ordinary demands of society after release. Many participants have full-time jobs which they retain after release.

Female offenders from Pine Grove Correctional Centre participate in the work, vocational training or educational aspects of the Community-Training Program in Pine Grove. They return daily to the correctional centre. In February of 1988, the Department contracted with the Salvation Army to provide services for four female offenders including some on the Community-Training Program.

In order to allow more female offenders to participate in community based programs in their home community, Corrections has developed the Distance Placement Program. This allows female inmates to reside in an approved place of residence and to participate in work, training and treatment activities and in some cases to help care for their children. They are released on a temporary absence certificate with very stringent conditions and close supervision.

Table 11
Community Training Residence Program – Operating Statistics by Fiscal Year (Male)

	1984-85	1985-86	1986-87	1987-88
Cases Discharged During the Year	512	468	475	475
Total Days on Program	23,630	24,223	25,159	25,065
Total Earnings and Training Grants ($)	293,620	500,500	542,925	456,475
Board and Room Paid by Inmates to C.T.R. ($)	116,890	133,800	137,275	141,550
Inmate Earnings Transferred to Dependents ($)	43,226	48,315	62,315	66,008

Table 12
Community Training Residence Program – Operating Statistics by Fiscal Year (Female)

	1984-85	1985-86	1986-87	1987-88
Female C.T.R. Participants	–	78	80	40
Distance Placement Program Participants	–	15	21	43
Grace Haven Placements	–	–	–	4
Total	–	93	101	87

Correctional Camps

The province maintains eight correctional camps operating as satellites to correctional centres in various locations throughout the province. An additional camp, administered by the Northern Region, is located at Besnard Lake. Unlike the satellites, Besnard Lake Correctional Camp is an independent facility that receives admissions directly from court.

These facilities, for male inmates, provide a positive work and living experience for those who require a low level of security. The majority of work performed involves development and maintenance of public camping sites and recreational areas in the province's provincial parks. Some camps also perform fire fighting duties, forest harvesting operations and community service work.

- Satellite camps for the Regina Correctional Centre are located at Echo Valley and Buffalo Pound Provincial Parks
- Prince Albert Correctional Centre has satellite camps on the Hanson Lake Road (White Gull) and another at the Meadow Lake Provincial Park, as well as an Urban Camp.
- An Urban Camp is located adjacent to the Saskatoon Correctional Centre while a satellite camp for the centre is situated at Danielson Provincial Park.
- The permanent Waden Bay Park Camp, a satellite to the Besnard Lake Correctional Camp, opened on September 1, 1986. The facility has a capacity of 16 inmates.
- At the end of 1987-88, the eight satellite camps and Besnard Lake Camp had a total capacity of 242.

Table 13
Correctional Facilities New Admissions – 1987-88 by Type

		Admissions*	
Correctional Facility	**Sentence**	**Remand**	**Total**
Regina	2,366	953	3,319
Prince Albert	2,022	897	2,919
Pine Grove	686	250	936
Saskatoon	1,650	2,205	3,855
Battlefords	535	–	535
St. Louis	248	–	248
Buffalo Narrows	206	–	206
Besnard Lake	157	–	157
Total	7,870	4,305	12,175

*New admissions only (Note: The St. Louis correctional facility received 323 transfers from other correctional facilities).

Table 14
Correctional Facilities – 1987-88 New Admissions by Age Group

	Age Group											
Facility	**16**	**17**	**18**	**19**	**20-24**	**25-29**	**30-34**	**35-39**	**40-44**	**45-49**	**50+**	Total
Regina	1	11	109	174	805	469	300	182	110	82	123	2366
Prince Albert	0	2	112	171	653	437	254	147	95	66	85	2022
Pine Grove	0	0	31	48	232	155	114	53	21	18	14	686
Saskatoon	0	0	77	107	472	402	224	152	95	60	61	1650
Battlefords	0	0	43	46	186	114	51	28	26	9	32	535
St. Louis	0	0	1	11	57	57	29	21	26	13	33	248
Buffalo Narrows	0	0	9	17	82	46	19	12	4	7	10	206
Besnard	0	0	21	15	62	30	16	7	3	1	2	157
Total	1	13	403	589	2549	1710	1007	602	380	256	360	7870

*New admissions only (Note: The St. Louis Correctional facility received 323 transfers from other correctional facilities).

Table 15
Correctional Facilities New Sentenced Admissions* – By Major Offence 1987-88

Correctional Facility	Against Person	Narcotics	Against Property	Drinking/ Driving	Misc.	Prov. Acts	Total
Regina	344	78	639	594	305	406	2,366
Prince Albert	402	42	453	446	296	383	2,022
Pine Grove	64	10	195	139	149	129	686
Saskatoon	287	69	554	339	220	181	1,650
Battlefords	33	7	111	136	72	176	535
St. Louis	5	0	0	236	3	4	248
Buffalo Narrows	22	2	34	42	31	75	206
Besnard Lake	54	2	50	18	29	4	157
Total	1,211	210	2,036	1,950	1,105	1,358	7,870

*New admissions only (Note: The St. Louis correctional facility received 323 transfers from other correctional facilities.)

Property Registration Branch

Under the guidance of the Master of Titles, the Property Registration Branch provides and administers a system of registration for both real and personal property that protects the owner's interest, facilitates transactions dealing with such property, and provides a means of determining priority between competing claimants to property.

The branch operates two distinct systems: The Land Titles System, dealing with real property, and the Personal Property Registry, dealing with personal property.

Land Titles System

The purpose of the Land Titles System, similar to that in the other Western Provinces, is to provide for provincially guaranteed ownership of land, and recording of documents which create interests in land, such as mortgages and easements, in order to protect the persons entitled to those interests. Land Titles offices examine and register land related documents, and issue and update titles. They also provide title and document searches, maintain perpetual record of titles and provide copies as required.

There are eight land registration districts in the province, each with its own land titles office, registrar and staff. The registrars work under the legal and administrative direction of the Master of Titles, who is also the Director of the Property Registration Branch. District offices are located in Battleford, Humboldt, Moose Jaw, Prince Albert, Regina, Saskatoon, Swift Current and Yorkton. The offices of the Chief Surveyor and microfilm editing, which are also part of the Land Titles System, are located in Regina.

The Chief Surveyor examines and approves for registration in the Land Titles offices all plans of survey except roadway plans. The Chief Surveyor is the final arbitrator concerning surveys, plans, "metes and bounds" descriptions, amendments of plans, descriptions of registered record, the cancellation of plans of survey, and advises the Master of Titles in the preparation of all Master of Titles' orders under **The Land Titles Act, The Subdivision Act** and **The Land Surveys Act.**

A major reorganization was completed in September 1987 which resulted in substantial changes in both duties and classification levels for most of the staff. A substantial increase in productivity has been achieved which has helped offset the effects of the early retirement program which reduced the land titles staff complement by 23 person years.

Personal Property Registry

The Personal Property Registry provides a notice filing system where a secured party (seller, lending institution, garage keeper, execution creditor, and, in some instances a buyer) may register a financing statement indicating an interest in the personal property of a debtor (buyer, person borrowing money, owner of a motor vehicle repaired by a garage, or execution debtor and, in some instances, a seller).

The Personal Property Registry also provides an enquiry system where a person intending to purchase personal property or to lend money on the security of personal property can request a search of available information registered against an individual, business, motor vehicle, mobile home, trailer, or airplane.

The Registry maintains a record of all types of registrations registered against personal property in Saskatchewan under the following Acts:

- **The Personal Property Security Act**
- **The Sale of Goods Act** or **The Factors Act**
- **The Garage Keepers Act**
- **The Executions Act**
- **The Creditors' Relief Act**

Information concerning the registrations can be obtained by an interested party on request by paying the prescribed fee.

The Personal Property Registry operates a service which allows major users of the system to establish a deposit account with the registry and to telephone search requests directly to the registry. The implementation of this service significantly improved access to the Registry for major users throughout Saskatchewan.

Table 16
Land Titles Office – Operating Statistics by Fiscal Year

Activity	1984-85	1985-86	1986-87	1987-88
Land Titles Offices				
Instruments Received	216,780	215,959	238,250	226,030
Instruments Registered	162,493	166,824	181,265	173,682
Instruments Filed	13,226	26,486	14,058	13,610
Titles Issued	64,387	65,296	75,468	72,088
Transfers & Transmissions	44,603	47,430	59,874	53,433
Mortgages	28,335	30,466	34,426	30,046
Caveats	18,803	20,017	17,001	18,445
Notices Issued	86,091	65,266	95,473	98,780
Certificates Issued	225,623	234,085	265,562	271,142
Counter Searches	209,329	244,555	236,704	257,732
Chief Surveyor's Office				
Plans Examined	1,170	1,055	1,128	1,256
Master of Titles Orders Completed	184	257	276	350
Number of Plans Printed	32,024	33,437	35,195	35,172

Table 17
Personal Property Registry – Operating Statistics by Fiscal Year

Activity	1984-85	1985-86	1986-87	1987-88
Total Registrations	306,455	331,501	334,108	310,920
Counter Searches	35,051	36,394	26,218	20,656
Phone Searches from Judicial Centres	34,093	24,704	7,986	6,085
Telephone Enquiry Centre Searches (System)		22,150*	63,829	71,439
Total Searches processed on Personal Property Registry Computer System (internal, counter, Judicial Centres and mail requests)	162,826	169,654	174,395	170,342
SGI Searches of PPR data base	16,969	17,837	25,214	24,338

*Service Commenced October 1, 1985.

6. Administration Division

As part of an organizational change implemented by the Department in May, 1987, various central management and program support services were relocated in an Administrative Services Division. The objective of this measure was to achieve closer coordination, improved efficiency and increased effectiveness in the delivery of support services to senior management and operational components. The Division is composed of the following Branches: Policing; Coroners; Public Trustee; Administrative Services; Human Resources; Systems; and Communications.

Policing Branch

Policing Services Branch administers the province's RCMP contracts, provides liaison with the police community, administers the Federal Firearms Control Program and the **Private Investigators and Security Guards Act.**

Provincial Policing

The Police Act provides authority for the Province to contract with the Federal Government for services by the RCMP. Under a Provincial Policing Agreement, the RCMP police rural Saskatchewan, the Northern Administration District, urban communities under 500 population and by means of individual municipal agreements, 87 communities with populations between 500 and 1,500.

The Province has used RCMP services since 1928 under a series of contracts with the current agreement covering the 10 year period from April 1, 1981 to March 31, 1991. Under this contract policing costs are shared with the Federal Government on the basis of the provincial share being 56% in 1981-82 rising 1% per year to 1986, then 2% per year, reaching 70% in 1990-91. In 1987-88 the province paid 64% of the RCMP's provincial policing costs.

The RCMP services are provided under the direction of the Commanding Officer, "F" Division with headquarters in Regina. The province is divided into six subdivisions which provide support services and supervision to 115 detachments. The subdivisions are organized as follows:

Subdivision	Detachments
North Battleford	17
Prince Albert	28
Regina	21
Saskatoon	17
Swift Current	17
Yorkton	15
Total	115

The RCMP provincial police force is established at 798 operational and 120 clerical support staff who are deployed across the province.

In 1987 the RCMP expanded the use of satellite detachments in the province. A satellite detachment maintains a police office in the community while administrative functions are consolidated in nearby larger detachments. This method maintains police availability for emergencies, but takes advantage of efficiencies provided by centralized administration. During the year, six detachments were converted including Goodsoil, Eastend, Climax, Imperial, Mossbank and Torquay. A new satellite office was opened at Delisle.

Criminal offenses in areas policed by the RCMP generally increased by 1% over the previous year. A moderation of the increasing trend in crimes against persons is encouraging. In general, activity continues to increase in the north and decrease in the south.

Table 18
R. C. M. Police
Operational Personnel By Major Duty Type

Major Duty	Members
Detachment duties (115)	509
Highway Patrol Units (39)	87
Telecommunications (6)	60
Specialized Units (Dogs, Air, Identification, Commercial Crime, Provost Services)	103
Supervisory Personnel	39
Total	798

Table 19
Criminal Offenses in Areas Policed by RCMP – Trends By Offence Type

	1985	%	1986	%	1987	%
Offenses Against Persons	4,432	+6.1	4,808	+8.5	5,367	+1.1
Offenses Against Property	23,545	+5.7	24,161	+2.6	24,877	+1.0
Other Criminal Offenses	3,735	−8.5	3,505	−6.2	4,042	+1.2
Impaired Drivers	7,277	−13.5	7,190	−.5	7,465	+1.0

Indian Special Constable Program

The Province also contracts with the Federal Government for RCMP service to native communities by 39 Indian Special Constables. The program was established following lengthy discussions in 1973 involving the Federation of Saskatchewan Indians, the RCMP, and Federal and Provincial Governments and the result has been a considerable improvement in the relations between police and native communities.

Status Indians are recruited and trained by the RCMP for posting to detachments having significant native populations. In addition, native policing units have been established at Red Earth/Shoal Lake, Little Pine/Poundmaker and Sandy Lake with units planned for Stanley Mission and Thunderchild.

The RCMP also have an additional nine Special Constable positions within the provincial police establishment which have been staffed with non-status native Indians to serve non-status and Metis communities.

Firearms Control Program

In 1979, in an effort to control the proliferation of firearms in the country, the Federal Government enacted firearms control legislation. This legislation provides that any person wishing to acquire a firearm is required to obtain a Firearms Acquisition Certificate. Any person in the business of selling firearms or ammunition is required to have a business permit. A person wishing to obtain a certificate or permit must complete an application, have it approved by the local police force and pay the required fee. The legislation is enforced provincially, with costs of administration reimbursed 100% by the Federal Government.

In Saskatchewan, all business permits for sale of firearms and ammunition are issued by the Chief Provincial Firearms Officer (CPFO) located in the Policing Branch. Firearm acquisition certificates are issued by the CPFO except for Estevan, Moose Jaw, Prince Albert, Regina, Saskatoon and Weyburn where the local police force issues the certificates.

Table 20
Firearms Control Program – Activity by Calendar Year

	1984	1985	1986	1987
Firearm Acquisition Certificates Issued	11,561	11,916	10,862	9,857
Firearms and Ammunition Business Permits Issued	817	822	789	856

Private Investigators and Security Guards

Under the **Private Investigators and Security Guards Act** all firms and individuals involved in the business of private investigation or providing security for persons or property must be licensed. The intent of the Act is to provide integrity in the industry and to ensure the public is protected by screening and licensing of both employers and employees.

Table 21
Private Investigators and Security Guards – Licensing Activity by Fiscal Year

	1984-85	1985-86	1986-87	1987-88
Business Licenses	46	44	56	59
Employee Licenses	1,149	1,093	1,085	1,155

Coroners Branch

The Coroners Act provides a system for independent investigation of violent, accidental or unexplained deaths and for recommendations to appropriate authorities to prevent similar deaths. The investigations are conducted by 171 Coroners, situated throughout the province, usually in co-operation with the RCMP or local police. Forty-seven of the Coroners are Medical Doctors. If the cause of death cannot be readily determined or there is considerable public interest in a case, an inquest can be ordered. If an inquest is held, six jurors are summoned to hear evidence relating to the circumstances of the death and to arrive at a verdict as to the cause of death. Recommendations can be made by the Coroner or by the Jury.

The Chief Coroner reviews all investigations, provides supervision, guidance and training where necessary and ensures recommendations are communicated to the appropriate persons or agencies. The Coroners operate as fee for service personnel, with administrative support from the Chief Coroner's office.

Table 22
1987 Saskatchewan Death Statistics* – By Type

	Natural	Accident	Suicide	Homicide	Undetermined	Non-Coroners	Total
Male	736	318	107	24	9	15	1209
Female	339	107	36	5	3	15	505
Unknown	0	0	0	0	1	0	1
Total	1075	425	143	29	13	30	1715

*Calendar Year

Office of the Public Trustee

The Office of the Public Trustee administers the property of those persons who are legally incapable of handling their own estate either by reason of mental disability or minority (being under the age of 18 years) where no one else has been appointed by the Court. The Public Trustee is not the guardian of the person but administers property matters only.

The Public Trustee is also responsible for overseeing the activities of Offical Administrators throughout the Province. Under the **Surrogate Court Act,** trust companies are appointed as Official Administrators to administer estates of deceased persons where no other personal representatives have been appointed. In addition, Offical Administrators frequently administer estates which involve property reverting to the Crown in cases where there is no will and no known next-of-kin and, consequently, the Public Trustee is responsible for handling collections of these escheat monies under the **Escheat Act.**

The Public Trustee was established pursuant to **The Public Trustee Act** which came into effect on April 1, 1984. The Office of the Public Trustee amalgamates the former offices of the Official Guardian and the Administrator of Estates.

Property of Mentally Incompetent Persons

When a person is certified incompetent to handle his/her affairs under Section 38 of The **Mentally Disordered Persons Act,** a certificate to this effect is sent to the Public Trustee.

If there has been no committee appointed by the court under the Act and no one is willing or capable of acting on that person's behalf, the Public Trustee can administer the estate. Where the Court of Queen's Bench appoints a committee to manage the interests of a mentally incompetent person and that committee dies, the Public Trustee will administer the estate until there is a new committee appointed by the Court.

Where a private individual applies to the Court under **The Mentally Disordered Persons Act** for appointment as committee, but the Court is of the opinion that the applicant is clearly unsuitable because of a conflict of interest and could not carry out the duties in the best interest of the estate, the Court may appoint the Public Trustee as committee instead.

Service of notices of legal process can be made on the Public Trustee on behalf of persons of unsound mind who have no committee, and the Public Trustee must act in that person's best interest.

In administering an estate, the Public Trustee has the power to do all things that a competent person could do with respect to his/her estate, including buying, selling and leasing of real property; making provision for the maintenance of the person and for the support and maintenance of anyone dependent upon the person; and bringing, maintaining or defending any legal action or proceedings in respect to the person or his/her estate. A complete and accurate accounting of the administration of the estate is maintained in order to provide a full report to the person when he/she becomes competent to handle his/her own affairs or to the executor or administrator if that person dies.

Property of Infants

The Public Trustee must attend to property interests of persons under 18 years of age, known as infants, by administering trust funds on their behalf, representing them in court, or protecting their property rights. Most of these interests arise under deceased estates, court actions and claims resulting from **The Fatal Accidents Act** or personal injury claims. The Public Trustee is to receive notice of every application to the surrogate Court for grant of Letters Probate or Letters of Administration when an infant has an interest or may have a claim against an estate. The Public Trustee then takes steps to ensure that the infant's interest in that estate is protected.

- Where funds are held in trust by the Public Trustee, payments may be made for the maintenance and education of the infant or to meet special expenditures in the best interest of the infant.
- Where funds or property are held in trust by an executor or administrator, the Public Trustee is required to monitor these funds or property to ensure that the administration is in the best interest of the infant. There is provision to allow distribution of the infant's assets, up to a maximum of $2,000, to a responsible adult at the discretion of the Public Trustee.
- To facilitate registration of transfers at the Land Titles Office in estates matters, upon being satisfied on affidavit evidence, the Public Trustee may issue a certificate that there are no infants (born or unborn) interested in an estate; or, the trustee may issue a consent to a transaction affecting estate land where an infant may have an interest, but the infant's interest is not being jeopardized.
- Where the infant has an interest in a transaction affecting land, the consent is required from both the infant, if he/she is 14 years or over, and of the parent, before the Public Trustee can consent. If the Public Trustee refuses to consent to a proposed disposition of land, a court application can be made.
- The Public Trustee's involvement in litigation is usually limited to those proceedings affecting the infant's property. The Public Trustee would not represent infants in divorce, custody or child protection areas.
- Where an action is maintained on behalf of an infant for damages for personal injury or under **The Fatal Accidents Act,** the Public Trustee may approve settlement, including solicitor's fees, on behalf of the infant. In cases where the Public Trustee refuses to approve the settlement, the parties may apply for an order of the court instead.

A complete and accurate accounting of the administration of trust funds is maintained by the Office of the Public Trustee in order that a complete report can be made when the infant becomes an adult and the funds are released.

Table 23
Office of the Public Trustee – Comparative Statistics

	1984-85	1985-86	1986-87	1987-88
Number of Incompetent Persons Estates at March 31	1,647	1,650	1,614	1,595
Total Net Value of Estates at March 31 ($000)	32,393	34,400	36,354	38,956
Average Value of Estates ($)	19,117	20,848	22,524	24,424
Number of Infants' Accounts at March 31	3,147	3,182	3,207	3,182
Total Trust Funds Held on March 31 ($000)	21,875	24,901	27,280	28,962
Average Trust Fund Account ($)	6,759	7,825	8,506	9,102
Total Assets Administered by Public Trustee ($000)	54,268	59,301	63,633	67,917
Total Number of Estates and Infant Accounts	4,794	4,832	4,821	4,777
Rate of Interest Distribution				
September 30	10.72%	11.69%	14.91%	10.58%
March 31	11.36%	12.02%	12.60%	10.58%
Number of Infants' Files without Assets held by Public Trustee	N/A	1,268	1,777	1,337
Number of Certificates and Consents issued pursuant to Sec. 172 of the Land Titles Act	2,655	2,390	2,642	2,557

Administrative Services Branch

The Administrative Services Branch provides centralized management support services to the Department. The principal responsibilities of the Branch include financial management advice; budget preparation; revenue and expenditure accounting and forecasting; procurement of goods; mail and records services; space and accommodation services; and development of administrative and management policies.

The 1987-88 fiscal year was a period of continued development and change for the Administrative Services Branch. A number of staff changes occurred as a result of promotions, leaves and the early retirement program. New incumbents were hired for the positions of Manager of Support Services and Accommodation, Manager of Financial Services and Controller. Through internal reorganization, the Financial Services area was strengthened and an internal audit position was created which will facilitate the completion of the development of this function in 1988-89. Some initial internal audit related activities were also undertaken in 1987-88.

A major external impact on the Branch was the formation of the Saskatchewan Property Management Corporation (SPMC) which generated new responsibilities as well as new workload in relation to the management of the Department's accommodation needs and budget. Substantial work was undertaken on a Departmental Accommodation Policy as well as on an office security policy, both of which were approved in early 1988-89.

A second major external impact was the transfer of the Farm Land Security Board, the Provincial Mediation Board/Rentalsman and the Rent Appeal Commission to the Minister of Justice. This required the establishment of administrative policies and capacity to support the new programs.

The Branch was significantly involved in and contributed to successful completion of a number of program reviews including the Public Trustee privatization review and the negotiation of a new Crimes Compensation cost sharing agreement with the federal government.

The Branch also ensured continued timeliness and accuracy of the Department's fiscal forecasts and received departmental revenues of $41,127,070 against expenditures of $128,012,550 (unaudited).

Human Resources Branch

The Human Resources Branch provides central support services to the Department on an ongoing basis in the areas of personnel administration, payroll, labour relations and staff training and development.

Human resources management in Saskatchewan Justice is governed by the department's Manpower Utilization and Development Plan. From its statement of broad objectives, the branch extracts recruitment strategies, classification plans, compensation packages, performance planning and review procedures, employee relations strategies and training and staff development needs and goals.

The province's Human Resources Management System was implemented for Saskatchewan Justice on June 1, 1987. This automated personnel/payroll system created a standardized pay date for all employees. The system generates salary payments either by direct electronic transfer of funds to a bank or by cheque. As at December 1, 1987, 65% of Justice employees had opted for the direct deposit. This system has significantly increased the timeliness of salary payment.

The Human Resources Branch continues to work to improve staff relations within the Department. Of the total of 41 grievances received during the 1987-88 fiscal year, 23 were resolved and 18 remain outstanding.

The Human Resources Branch also continues to assist in developing a skilled work force in Corrections by operating the Corrections Worker Training Program. The number of trainees has increased significantly as a result of the Federal/Provincial Corrections Agreement.

In the labour relations area, Letters of Agreement regarding shift schedules for the Prince Albert and Pine Grove Correctional Centres, Waden Bay, White Gull and Besnard Lake Correctional Camps have been negotiated and are in the finalization stage. When in place, these Letters will contribute to the continuing smooth and secure operation of the correctional facilities.

Table 24
Human Resources Branch – Staffing Activity

	1984-85	1985-86	1986-87	1987-88
Permanent Appointments	205	71	108	200
Part-time/Temporary Appointments	211	174	238	155
Classification Requests	55	54	184	285
Staffing Requests	*	352	446	321

*No statistics available

Training Highlights

The Training Unit provided some 4,671 person days of training to department staff through internal and contracted resources in the following areas:

- Leading Effective Meetings
- Stress and Self Management
- Time Management
- Managing Conflict
- Managing Performance Problems
- Making Presentations
- Supervisory Skills
- Communication Skills for Supervisors
- Managing Human Performance
- Managing Performance
- Performance Review
- Team Leader Training
- Correction Worker Training Program

The Training Unit also provided liaison for Public Service Commission courses and administered the following:

- Tuition Reimbursement Program
- Administrative Development Program
- Senior Management Program
- Middle Management Program
- Equity Development Program
- Education Leave Program

In addition, the Training Unit in conjunction with the Correctional Service of Canada offered the following courses totalling 174 person days of training to Provincial Correctional Centre, Community Training Residences and Community Operations staff:

- Suicide Prevention
- Suicide Prevention Instructor Apprenticeship Program
- Conflict Resolution
- Alcohol and Substance Abuse Trainer Certificate Program
- Money Management for Caseworkers
- Anatomy of a Set-up
- Hostage Behavior
- Hostage Negotiation
- Native Awareness

The Training Unit provided 43.5 days of first Aid Training and 13 person days of C.P.R. Training to Provincial Correctional Centre Staff. It co-ordinated two Occupational Health and Safety seminars for Saskatoon and Prince Albert staff; a Saskatchewan Safety Council Defensive Driving course for Regina staff; and provided eight Staff Relations seminars for Corrections Divisions in Regina, Saskatoon and Prince Albert.

The Training Unit produces a Justice Calendar of Training Events, and maintains a current Catalogue of Audio/Visual and Reading Resources for the department.

Corrections Worker Training Program Highlights

The Training Unit co-ordinated the Corrections Workers Training Program. Corrections worker trainees receive 16 weeks of formal job skills training prior to commencement of full duties within a provincial correctional centre. In the 1987-88 fiscal year, ninety-three trainees graduated from the program compared to fifty-five in 1986-87, and thirty-nine graduates in 1985-86.

The curriculum of all Corrections Worker Training Program modules was documented, and a review of the training manual was initiated for Corrections Management.

Course evaluations and testing methodology for the Corrections Worker Training Program were reviewed and revised, resulting in increased standards for written final exams and more clear evaluation standards for physical restraint training. Divisional Directives outlining new policies and guidelines were approved.

A four stage evaluation and counselling program was developed and implemented. Formal evaluations are now given:

1) at the end of Security Training;
2) at the end of Field Placements;
3) at the mid-point of Human Behaviour Training (exception: "shorter" Federal/Provincial Training); and
4) at the end of Human Behavior Training.

Systems Branch

The Systems Branch provides support and direction to the department in reviewing, developing, implementing and maintaining automated systems. The branch also provides centralized data entry services. In order to meet its objectives the Systems Branch is responsible for:

- evaluating existing and proposed systems in cooperation with the program managers;
- conducting feasibility studies;
- providing advice and recommendations to all levels of management concerning solutions to system problems;
- co-ordinating the systems activities of the department with central agencies such as the Saskatchewan Property Management Corporation, and the Canadian Centre for Justice Statistics;
- managing third-party contracts for development and maintenance of systems;
- developing and managing the departmental systems budget;
- providing maintenance and operational support for all departmental systems;
- providing technical support on hardware and operating system software; and
- providing project management for new systems development and enhancement projects.

During 1987-88, significant improvements in the level of systems support to the department were made.

An Information Management Strategic Plan was produced for the department. The plan established standards for computing equipment, software products, support staff and technology management. When fully implemented, the plan will allow the branch to deliver the computing functions required by the department with maximum efficiency and protect the department from obsolete equipment by gradually phasing out older incompatible systems.

The Department's office automation was expanded through the installation of several word processing and spreadsheet work stations, laser printers and electronic switches to allow several work stations to share one printer.

The position of Administrative Assistant was created, enabling the Branch to monitor and forecast its' monthly expenditures more closely and to develop a more accurate needs-based departmental systems budget for the 1988-89 fiscal year.

In addition to these developments, significant progress was made on a number of projects.

Several major initiatives were completed on the Justice Automated Information Network (J.A.I.N.). These initiatives included the implementation of enhancements to the first phase already in production, preliminary design of the second phase which is the central inquiry and management information reporting, and the preliminary development of the third phase which is the processing of summary offence tickets on J.A.I.N. This third phase will ultimately replace an older system in operation since 1976.

The Branch completed several improvements to the Corrections computer systems including installation of larger capacity equipment to improve response time and the development of a system for managing the Fine Option Program. Projects were initiated which will consolidate all Corrections institutional data and provide on line access for the Pine Grove Correctional Centre.

Property Registration Branch projects completed include a review of the Personal Property Registry system and implementation of some major enhancement recommendations. The Chief Surveyors Index system was expanded to allow on line access by the Department of Highways.

Other smaller projects completed include setting up the production of Prosecutions statistics by integrating information from J.A.I.N. and the Revenue and Expenditure System (R.E.S.); complete development of a scheduling system for Queen's Bench Court; a major revision of the Automated Enforcement of Maintenance Order (A.E.M.O.) system; a unified crime statistics reporting system for Policing Branch; and enhancements to the Justice Personnel System to support non-permanent time sheet calculations, previously a time consuming manual task.

Communications Branch

Communications Branch provides the central support resources necessary for the Department to meet its communication objectives. This includes responsibility for the following activities:

- consultation with Branch Managers and the Senior Management of the Department concerning the development and implementation of communication projects;
- review and development of budgets relating to communication initiatives by the Department;
- liaison with all suppliers of communication related services; review and approval of all expenditures related to communication initiatives of the Department;
- review and approval of all advertising placement made on behalf of the Department;
- review and approval of all media releases issued by the Department;
- provide primary media contact and consultation for the Department;
- development of initiatives which will improve the flow of information between the Department and the various publics with which it interacts.

Branch activity in the 1987-88 year was concentrated in three major areas; crime prevention, public information, and internal processes.

Crime prevention was highlighted with the development and implementation of a media campaign surrounding National Crime Prevention Week. Provincial crime prevention awards were a integral part of this campaign.

Public information included the development of a media campaign promoting awareness of the department's maintenance enforcement program, production of Justice Update, a publication circulated to members of the Saskatchewan Bar, production of several public information brochures on Department programs and services and preparation of the Department Annual Report.

Internally, the branch developed and implemented a Departmental Communications Policy to ensure consistent, appropriate communications with the informational media and the public.

7. Boards and Commissions

Farm Land Security Board

The Farm Land Security Board administers **The Farm Land Security Act.** The purpose of the Act is to afford protection to farmers against loss of their farm land.

The Farm Land Security Act came into effect January 1, 1985. The Board is presently made up of eleven members. It employs a General Manager, two Assistant General Managers (one in Saskatoon and one in Regina) two full-time and one part-time secretary. Since the federal **Farm Debt Review Act** was proclaimed August 5, 1986, the two boards have been co-operating to avoid duplication of hearings and reduce costs. The boards use the same financial field staff (presently 50) and also the same committee members (presently 60) from all areas of the province in the mediation process.

The Farm Land Security Act requires that a creditor give 120 days Notice of Intention to foreclose on farm land. The Board then investigates the financial affairs of the farmer. Mediation is attempted by a two person committee. If mediation fails, a report is prepared for the Court of Queen's Bench. The report gives the Board's view on whether the farmer had a reasonable possibility of meeting his mortgage obligations and comments on the effort made by the farmer to meet those obligations.

The mediation process has improved relations between creditors and their clients. More than fifty percent of the cases completed have been successfully mediated. Because of falling grain and land prices, some land is being voluntarily transferred to the creditors; however, in most cases land is being leased back to the farmer, and in some cases, he is also being given the first right of refusal.

Farmers are pleased with the Board's mediation efforts and appreciate the assistance of the field staff and the Board in helping them to prepare the case for court if necessary.

Table 25
Farm Land Security Board – Operating Statistics by Fiscal Year

	Jan. 1 - Mar. 31, 1985	1985-86	1986-87	1987-88
Notices Filed	130	449	423	1249
Cases Completed				
– Mediated	11	103	154	207
– Court Report prepared	7	168	157	254
Total	18	271	311	461
Court Report				
– Favouring farmers	0	47	22	37
– Favouring creditors	0	79	81	129
– No representation	7	24	28	48
– Neutral	0	18	26	40
Total	7	168	157	254

Provincial Mediation Board/Office of the Rentalsman

Under **The Provincial Mediation Board Act,** the Board assists debtors and creditors by mediating disputes and reaching satisfactory settlements for payment of indebtedness without the necessity of legal proceedings.

An agreement reached through the Board may alter, modify or rescind any mortgage, contract or agreement previously existing between parties concerned. Any debtor or creditor may apply to the Board for assistance in arranging settlement of a debt or for consolidation of debts.

Services are provided through regional offices in Regina, Saskatoon and Prince Albert.

Office of the Rentalsman

Under the **The Residential Tenancies Act,** the Office of the Rentalsman has authority to make rulings on the following: disposition of abandoned property; arrears in rent; claims for compensation and damages; possession of premises; and disputes over statutory conditions which set out the obligations of landlord and tenant and which form part of every tenancy agreement. The Provincial Mediation Board administers the provisions regarding rent increases and security deposits.

An agreement between the Office of the Rentalsman and Social Services was continued during the year. Under the terms of the agreement, Social Services pays rent arrears for tenants on social assistance before an Order for Possession is issued by the Rentalsman. An increasing number of cases were resolved under the agreement during the year.

The Rent Stabilization Program

The Rent Stabilization Program was introduced in December, 1983, to protect tenants from unreasonable rent increases. The Program also provides an opportunity for tenants and landlords to come to mutual agreement about rent increases without the necessity of government involvement.

The Program covers most rental units four years old or more in Saskatchewan cities and towns with populations of more than 2,000. Under the Program, tenants who receive a notice of rent increase have 30 days to ask for a review if they disagree with the amount of the rent increase. If the tenant does not request a review within 30 days, the rent increase takes effect at the end of the notice period. The number of tenant applications for rent review continued to decrease while rent increases approved by the Board averaged almost 4%.

Security Deposits

A landlord wishing to retain all or a portion of a security deposit, must apply to the Provincial Mediation Board if the tenant objects to the amount. The application is filed and the full amount of the security deposit plus interest is held in trust until a decision is made. A full investigation is conducted including contact with both parties if at all possible.

The Landlord and Tenant Act

This Act applies to landlord/tenant relations outside of the **Residential Tenancies Act.** If a tenant objects to repossession by the landlord, he/she may apply to the Provincial Mediation Board for a probation order. Under certain circumstances, the Board can prevent eviction for a stated period, where "serious hardship" exists, by filing a prohibition order **with the court of the Sheriff.** In farm cases, such an order applies only to the buildings and the adjoining two acres.

Debt Management and Credit Counselling

Under Part X (Orderly Payment of Debts) of the federal **Bankruptcy Act,** and Section 6 of **The Provincial Mediation Board Act,** the Board is able to assist any debtor or creditor in arranging settlement of a debt or consolidation of debts, thus providing a practical alternative to bankruptcy. Services include the issuing of a "Consolidation Order" under **The Bankruptcy Act** or reaching a voluntary agreement under **The Provincial Mediation Board Act** to arrange for affordable repayment terms. Both long and short term arrangements are made with creditors on behalf of debtors, depending on the circumstances.

Credit counselling is an essential part of debt management. This part of the program provides preventative and rehabilitative services to debtors in the form self-help information and confidential counselling. Staff members present seminars on the Board's role in debt management and credit counselling. The program also provides some general assistance in sound management of money and credit.

Debt management and credit counselling services are provided throughout the province from offices located in Regina and Saskatoon.

Other Legislation

The Board administers portions of a number of other acts where they relate to rental, sale or credit provisions. The Board also administers the section of the **Land Titles Act** which deals with the power to lease mortgaged land.

The Agricultural Leaseholds Act

The Provincial Mediation Board may settle a disagreement between a landlord and tenant for re-entry by a tenant to complete the harvest or remove harvested crops from the property formerly leased to the tenant. If the crop grown by a tenant has not been harvested within the time limit provided in the Act, an order may appoint the landlord or some other person to complete and remove the harvest and give directions to dispose of and account for the crop or proceeds of any sale.

The Limitations of Civil Rights Act

Court officials may advise the board whenever an appointment is granted upon an application of a farmer under **The Limitation of Civil Rights Act** for a hearing with respect to a creditor giving notice of intention to repossess farm machinery. In such cases, the farmer receives notice from the farm implement company of intention to repossess after thirty days. He or she may, within a specified time, make application to the Court registrar in the Judicial Centre in which he or she resides, for a hearing before a Judge. At the farmer's request the Board will mediate the dispute.

The Farm Security Act

Upon application, the Provincial Mediation Board may settle any disagreement over the amount of crop to be delivered for payment of an agreement for sale or mortgage on land in any year. The Board may also decide whether the crop grown is a "crop failure". On application of a lender or the farmer, the Board may order to exclude those provisions of **The Farm Security Act** which protect the homestead mortgage foreclosure.

The Land Contracts (Actions) Act

When an action is to be commenced for foreclosure of a mortgage on non-farmland or the cancellation of an agreement for sale (except on farmland), the plaintiff must serve the Board with a thirty day "Notice of Intention" before making application to the Court for a hearing before a Judge. The proposed defendant is notified of the intended proceedings and is given an opportunity to arrange settlement with the assistance of the Board.

The Tax Enforcement Act

Under the Act, a municipal authority must contact the Provincial Mediation Board and obtain the Board's consent before any action may be taken to acquire title to land by tax sale. The number of such applications for consent increased 75% over the previous three years.

Table 26
Residential Tenancies Act – Operational Statistics by Fiscal year

	1984-85	1985-86	1986-87	1987-88
Landlord and Tenant Relations* Applications Received	3,539	4,307	4,906	5,166
Security Deposits Applications Received	1,852	2,335	2,667	2,513
Rent Review Applications Received	–	–	–	–
Rent Stabilization	1,181	807	652	479
Total Applications	6,572	7,449	8,225	8,158

*Includes such matters as:
- Disposition of Abandoned Property
- Arrears in Rent
- Claims for Compensation & Damages
- Possession of Premises
- Contravention of Statutory Conditions

Table 27
Debt Management and Credit Counselling – Operating Statistics by Fiscal Year

	1984-85	1985-86	1986-87	1987-88
Debt arrangements (Orderly Payment of Debt – Part X Bankruptcy Act) and Mediation of Debt (Prov. Med. Board Act – Section) (Long term)	464	398	322	199
Budgeting and Credit Counselling (New, short term)	195	197	303	335
Total	659	595	625	534
Budgeting Assistance and Client Interviews	1,170	1,296	1,235	969

Table 28
Provincial Mediation Board – Operating Statistics by Fiscal Year

Application	1984-85	1985-86	1986-87	1987-88
The Land Contracts (Actions) Act	1,421	1,184	1,030	1,035
The Tax Enforcement Act	330	406	553	577
Total Applications	1,751	1,590	1,583	1,612
Orders Issued				
The Agricultural Leaseholds	–	1	–	1
The Land Titles Act	–	1	1	–
The Farm Security Act	93	254	372	482
The Tax Enforcement Act	37	57	67	59
The Rural Municipalities Act	30	–	–	–
The Landlord and Tenant Act	3	4	2	–
Total Orders Issued	163	317	448	542
Total Applications and Orders Issued	1,914	1,907	2,015	2,154
Writs Received from Court of Queen's Bench	7,767	7,515	7,108	7,443

The Provincial Mediation Board Office of the Rentalsman – Trust Account
Statement of Financial Position as at March 31, 1988

	1988	Statement 1 1987
Assets		
Cash	$ –	$ 462
Total Assets	$ –	$ 462
Liabilities		
Trust Account Balance (Statement 2)		
Ruling on dispute	$ –	$ 462
Total Liabilities	$ –	$ 462

(See accompanying notes to the financial statements)

The Provincial Mediation Board Office of the Rentalsman – Trust Account
Statement of Changes in Trust Account Balance For the Year Ended March 31, 1988

	1988	Statement 2 1987
Ruling on Dispute		
Receipts from landlord or tenant	$ 1,816	$ 1,931
Payments to landlord or tenant	2,278	1,544
Increase (decrease) in Trust Account	(462)	387
Balance, beginning of year	462	75
Balance, end of year to Statement 1	$ –	$ 462

(see accompanying notes to the financial statements)

The Provincial Mediation Board
Office of the Rentalsman – Trust Account
Notes to Financial Statements
March 31, 1988

1. **Legislative Authority**

Pursuant to provisions of **The Residential Tenancies Act,** the office of the Rentalsman – Trust account was established for the purpose of receiving and disbursing monies, under section 47 of **The Residential Tenancies Act.** For administration reasons these trust monies are administered through the Provincial Mediation Board Trust Account but are reported separately for purposes of Section 69 of **The Residential Tenancies Act.**

2. **Accounting Policies**

These financial statements are prepared on a cash basis.

Interest earned on the trust funds is paid to the Consolidated Fund directly by the bank on a monthly basis. Accordingly, the receipts and payments of interest are not shown in the statement of changes in trust account.

In accordance with established government practice, the Trust Account has not been charged with any administrative costs and no provision for such costs is reflected in these statements. These costs are borne by the Department of Justice from monies appropriated by the Legislature for such purposes.

The Provincial Mediation Trust Account
Statement of Financial Position as at March 31, 1988

Statement 1

	1988	1987
Assets		
Cash	$ 198,165	$ 199,488
Total Assets	$ 198,165	$ 199,488
Liabilities		
Interest payable to Consolidated Fund	$ 11	$ 11
Trust Account Balances (Statement 2)		
Orderly payment of debt program	62,126	70,542
Mediation of debt program	31,532	38,532
Tax enforcement proceedings	4,200	1,775
The Residential Tenancies Act – Security deposits	100,296	88,628
Total Liabilities	$ 198,165	$ 199,488

(See accompanying notes to the financial statements)

The Provincial Mediation Board Trust Account
Statement of Changes in Trust Account Balances For the Year Ended March 31, 1988

	1988	Statement 2 1987
Orderly Payment of Debt Program		
Receipts from clients	$ 490,098	$ 421,169
Payments to creditors	498,514	401,066
Increase (decrease) in Trust Acount	(8,416)	20,103
Balance, beginning of year	70,542	50,439
Balance, end of year to Statement 1	$ 62,126	$ 70,542
Mediation of Debt Arrangement		
Receipts from clients	$ 238,958	$ 267,022
Payments to creditors	245,958	247,434
Increase (decrease) in Trust Account	(7,000)	19,588
Balance, beginning of year	38,532	18,944
Balance, end of year to Statement 1	$ 31,532	$ 38,532
Land Contracts		
Receipts from mortgagers	$ 10,004	$ 20,335
Payments of mortgagees	10,004	20,335
Increase (decrease) in Trust Account	–	–
Balance, beginning of year	–	–
Balance, end of year to Statement 1	$ –	$ –
Tax Enforcement Proceedings		
Receipts from property owners	$ 172,551	$ 494,200
Payments to municipalities	170,126	523,528
Increase (decrease) in Trust Account	2,425	(29,328)
Balance, beginning of year	1,775	31,103
Balance, end of year to Statement 1	$ 4,200	$ 1,775
The Residential Tenancies Act – Security Deposits		
Receipts from landlords	$ 326,054	$ 351,517
Payments to landlord and/or tenants	314,386	343,994
Increase (decrease) in Trust Account	11,668	7,523
Balance, beginning of year	88,628	81,105
Balance, end of year to Statement 1	$ 100,296	$ 88,628

The Provincial Mediation Board Trust Accounts
Notes to Financial Statements
March 31, 1988

1. **Legislative Authority**

   The Trust Account was established for the purpose of receiving and disbursing monies for persons who have entered into negotiations for the settlement of debts, either through **The Provincial Mediation Board Act** or through the Orderly Payments of Debts Provisions. The security deposits received by the Board pursuant to the provisions of **The Residential Tenancies Act** are also administered through the Provincial Mediation Board Trust Account but are reported upon separately.

2. **Accounting Policies**

   These financial statements are prepared on a cash basis.

   Interest earned on trust funds is paid to the Consolidated Fund by the bank directly on a monthly basis. Accordingly, the receipts and payments of interest are not shown in the statement of changes in trust account.

   In accordance with established government practice, the Trust account has not been charged with any administrative costs and no provision for such costs is reflected in these statements. These costs are born by the Department of Justice from monies appropriated by the Legislature for such purposes.

Rent Appeal Commission

The Rent Appeal Commission was established as an independent body to provide landlords and tenants with a process of appeal from orders issued by the Rentalsman or the Provincial Mediation Board. Decisions must be appealed within fifteen days of the order.

The Commission is presently composed of the Chairman and Vice Chairman plus five members who are assigned to and conduct the business of the Commission on a per diem basis.

The policy and practice of the Commission since its inception has been to hold hearings in the same community in which the premises under appeal are located. Usually three Commissioners hear each appeal. A policy of including Commissioners from Regina and Saskatoon for hearing panels has ensured uniformity in Commission decisions. Hearings of the Commission are open to the public.

The Commission is not bound by any findings of the Provincial Mediation Board on rent review cases, or by the Office of the Rentalsman. The Commission determines the merits of each case and issues a decision it deems to be just and equitable under the circumstances. The Commission provides written reasons for its decisions to all persons directly involved in appeals.

Orders of the Commission may be appealed by the affected persons to the Court of Appeal on a question of law or jurisdiction.

The large majority of appeals address landlord-tenant disputes arising from the broad spectrum of landlord-tenant transactions. The Commission received only four appeals from across the province regarding rent increases for this fiscal year. Appeals related to rulings on disputes are increasing each year. The Commission believes the increase of the tenant population will see this trend continue.

Examination of the disposition of appeals reveals that the decisions are very evenly balanced. Of the appeals allowed, 25 decisions were found to be in the landlords favour, while 25 were found to be in the tenants favour. The statistics for appeals dismissed indicate 77 landlord appeals dismissed and 122 tenant appeals dismissed. Orders amended on appeal show a ratio of 12 in favour of landlord appeals and 22 in favour of tenant appeals. It is important in this regard to note that more tenant applications were received than landlord applications. The total number of appeals filed were 301, up from 274 for the fiscal year 1986-87.

Rent Appeal Commission
Organization Chart
March 31, 1988

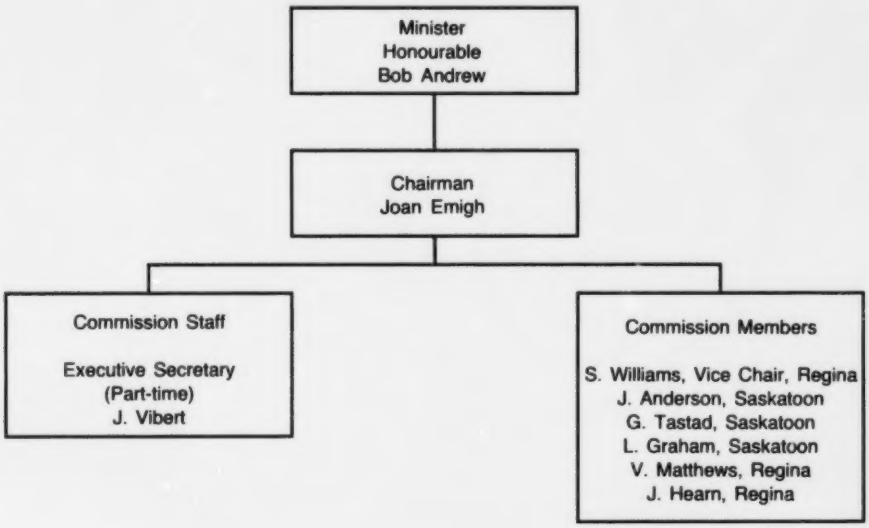


Table 29
Rent Appeal Commission – Operating Statistics by Fiscal Year

	1984-85	1985-86	1986-87	1987-88
Appeals Received	222	244	274	285
Plus: Backlog completed from previous year	20	35	20	48
Sub Total	242	279	294	333
Less: Backlog carried to next fiscal year	35	20	48	40
Less: Appeals cancelled or withdrawn	9	11	13	10
Total Appeals Completed (Ordered On)	198	248	233	283